

BY AUTHORITY OF:  
Director of Central  
Intelligence

Initials: \_\_\_\_\_

JAN 10 1947

MEMORANDUM TO: Chief, Interdepartmental Coordinating  
and Planning Staff

Attention: Colonel Sheffield Edwards

SUBJECT: Draft Operations Memorandum No. 3

1. This Office has reviewed the attached draft of proposed Operations Memorandum No. 3 and offers the following comments:

a. Modify the language of paragraph 2h as follows:

"Operational contact at the working levels below Branch Chiefs should be kept to the minimum necessary to meet specific or continuing projects. Such operational contact may be established by direct negotiation of CIG Branch Chiefs with Branch Chiefs or designated individuals of the intelligence agencies concerned. Confirmation by CIG Branch Chiefs in writing, stating the name of person, purpose of contact, and the agency, office or person to whom such contact is authorized will be required for all continuing operational contacts. These operational contacts are not considered formal liaison, and personnel so engaged are not authorized to make commitments on behalf of CIG regarding policies, programs or projects."

Purposes for Recommended Change:

(1) Operational contact at working levels is vital to the daily effort of this Office.

(2) The rephrasing of sentence two is necessary in order to recognize existing agreements with Intelligence Division, WDCS and the Office of AC/AS-2. In each case the above mentioned offices have designated a single individual to arrange for ONE operational contacts.

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b. Modify the language of paragraph 2i as follows:

"1. A list of all continuing operational contacts currently in effect will be furnished to Chief, ICAPS, effective as of 1 January 1947. In addition, an information copy of the confirmation in writing of each subsequently established continuing operational contact will be furnished to Chief, ICAPS as a matter of routine procedure."

Purpose for Recommended Change:

The procedure recommended above will result in keeping ICAPS currently advised of existing and newly established continuing operational contacts. This action can be accomplished without necessitating additional typing at the time the required written confirmation is prepared.

c. The Chart included under Tab A should be modified as indicated below:

(1) First column heading should read:

CIG Staff and Branch Chiefs

(2) Office of Reports and Estimates

- (a) Chief, Executive Staff
- (b) Chief, Planning Staff
- (c) Chief, Intelligence Staff
- (d) Chief, Functional Branch
- (e) Chief, Scientific Branch
- (f) Chiefs, All Regional Branches

J. KLAHR HUDDLE  
Assistant Director  
Reports and Estimates

ORE/LES/mem  
Distribution:  
Asst. Director, R&E (2)  
✓ Planning Staff

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From	To
OFFICE OF ASSISTANT DIRECTOR	
Asst. Director	
Deputy Asst. Director	
EXECUTIVE STAFF	
Executive	
Administrative Assistant	
Recording Desk	
Personnel & Administrative Div.	
PLANNING STAFF	
Acting Chief	
INTELLIGENCE STAFF	
Chief	
Deputy Chief	
Chief, Current Division	
Chief, Presentation Division	
Acting Chief, Projects Division	
LATIN AMERICAN BRANCH	
Chief	
NORTHERN BRANCH	
WESTERN EUROPEAN BRANCH	
Chief	
EASTERN EUROPE-U.S.S.R. BRANCH	
Chief	
NEAR EAST-AFRICA BRANCH	
Acting Chief	
FAR EAST-PACIFIC BRANCH	
Chief	

☐ ACTION  
☒ RECOMMENDATION  
☒ SIGNATURE  
☐ INFORMATION  
☐ RETURN  
☐ PREPARATION OF REPLY  
☐ DIRECT REPLY  
☐ COMMENT  
☐ FILE  
☐ NOTE  
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Remarks:

*Recommend approval*



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